



TOWN OF AMHERST

2 Main Street
Amherst, NH 03031
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REQUEST FOR BID Printing of Town Annual Report

The Town of Amherst, NH is seeking sealed bids for printing our “2020 Annual Town Report”. The report will be mostly camera-ready with minimal typesetting required. Approximately 225 printed pages will be in the report. The report is 6” X 9” perfect bound with a colored photograph on the cover, title and year on the spine. We request two quotes – one for printing 1000 copies and one for printing 750 copies.

Because the Amherst voters have adopted RSA 40:14 (official ballot voting) the deadlines, by law, have changed. If you are bidding on this project, please be aware of the following turnaround time:

The Town’s Deliberative Session is scheduled for February 3, 2020 and any changes made in the Warrant Articles at that meeting will be included in the report. It is anticipated the final text will be sent to the printer shortly after the date of the meeting with the completed reports delivered to the Amherst Town Hall no later than Monday, March 2, 2020.

Bids should be sent to the attention of Jennifer Stover, Town of Amherst, 2 Main Street, Amherst, NH 03031 and clearly marked “TOWN REPORT BID”. They are to be received by noon, January 12, 2021. The Board of Selectmen has the right to reject any and all bids.